

CTE Consortium Meeting Minutes
Wednesday, October 22, 2008
10:00 a.m. – 3:00 p.m.
MATC – Room 115

Present:	Jack Bell	Mike Liechty
	Boyd Donaldson	Glo Merrill
	Cheryl Hardy	Reid Newey
	Brent Judd	

USOE Staff Present: Darrell Andelin, Janet Goble, Patti Godfrey, Pearl Hart, Marv Johnson, Dawn Kay-Stevenson, Carl Lyman, Sherry Marchant, Dave Milliken, Mary Shumway.

1. Welcome and Approval of Minutes

Boyd Donaldson welcomed everyone to the meeting. The May 2008 and August 2008 meeting minutes were approved as recorded.

2. Action Items Report

3. UCAT Report

Mary Shumway provided a draft version of the report “Meeting the Needs of Utah’s Secondary Student in Career and Technical Education” that will be provided to the legislature. She thanked the directors for their input. The report shows enrollment was level or slightly decreased this year. She and the members discussed why overall high school population is up 2% yet CTE enrollment is not at least level, or up, which would be in line with the expectation and historic trends. Reasons such as: UBSCT remediation; increased graduation requirements; increased foreign language enrollment for the regents scholar program; principals being focused on graduation requirements; membership going up, but the headcount going down, if students stay in a pathway and follow through; relaxing on marketing efforts; were all discussed as possible explanations. Mary thanked everyone again for their input and encouraged the directors to keep her aware of trends taking place in their area so she can accurately represent their concerns to the legislature.

4. Goals 2008-09

This item was tabled for a future meeting.

5. State CTAE Office Reorganization (Career, Technical, and Adult Education)

Mary Shumway reported on the reorganization that took place at the state office last month. Along with the renaming of the section, Craig Stoker will be a fourth coordinator. Along with the supervision of some of the CTE Specialists Craig will be given the following assignments: Pathways; Skill Certificate Testing; Program Approval and OCR Reviews; Concurrent Enrollment; Licensing; Economic and Financial Literacy; and Summer Conference. With the other miscellaneous staff supervision changes were some new assignments for Dawn Stevenson: High School Restructuring; Emergencies/School Safety; and CTE Marketing. Mary reminded the directors that Dale Stephens will be retiring at the end of the year, but will be returning to continue his assignment as Marketing Education Specialist on a part-time basis.

6. Skill Certificate Update

Mary Shumway referred everyone to the handout provided regarding the skill certificate test review cycle. In the September committee meeting the budget and the test review schedule was discussed. The original

plan was to review half of the tests this year and the other half next year. This list does not include industry tests. Mary also pointed out the memorandum that was developed by the Specialists as a result of the problems encountered during PATI approval season this year. We would like some feedback if there are any changes or problems that can be detected before we distribute the memo to the secondary directors. There was a question about the “20 school days before the last day” testing window as it has been misunderstood to be “20 calendar days before the last day” which did not allow enough time. Janet Goble explained the need for the policy clarification on the special population students. Directors were instructed to let Renee Hyer or Mary Shumway know if there was anything that needed to be changed before they sent the memo out to all directors.

7. Materials Science Course Request

Darrell Andelin introduced standards and objectives for a new Materials Science Course that has been written by the Wasatch Front North Region. The funding has come through a grant at the Davis ATC and there is a teacher in Morgan that is interested in teaching this course, and reportedly Ogden/Weber ATC will pick it up also. It is heavy with chemistry curriculum and may qualify as a science credit. After discussing the course and providing Mary Shumway input regarding the virtues and roadblocks of developing this as a funded CTE course it was decided to assign it a CIP code but on an unfunded basis until further evaluation. The course will pilot in FY10 and the progress will be followed for a couple of years.

8. Physics with Technology

Darrell Andelin reported to the consortium regarding some committee decisions that have been made regarding the endorsement requirements for the Physics with Technology course. It will no longer be a requirement that science endorsed teachers go through the full process of qualifying for the technology and engineering endorsement. Physics or physical science endorsed teachers will be allowed to teach the course. There was a two week inservice for these teachers, but it will be scaled back to one week with an emphasis on improving the content of the inservice provided. Darrell indicated it may be expanded back to two weeks again in the future if it is called for. The directors gave Darrell some input regarding safety, equipment, and CTSO's and Darrell added that there will also be a specific inservice designed for POT teachers at summer conference in 2009.

Darrell Andelin and Mary Shumway discussed the controversy that surrounds the way the legislature appropriated funds for the supplemental salary program for specific math and science teachers, and then assigned DHRM to administer those funds for an education licensing matter instead of having the state office of education do it. There are some teachers that will be overlooked as a result of this problem. Mary suggested to the directors that they bring this to the attention of their individual district superintendents so they can contact Jeff Herring if they have any issues or complaints about teachers that are being affected by the way they are administering the funds.

9. High School Re-design – Core 40

Dawn Stevenson provided a handout and discussed her new assignment to research and make recommendations on the redesign of high schools. This charge originated from the USOE superintendents. In conjunction with this it has been suggested that there is a need to impress on 7th and 8th grade students that their credits are still important as it is their training ground for how they will do in high school. There is a survey being developed, in collaboration with the curriculum department, that will go out to district administrators, school principals, teachers, and others. Some directors suggested that Dawn consider the value of focused diplomas in fine arts, CTE pathways, academia, athletics, etc. Dawn will continue to report progress on the high school redesign assignment.

10. Counselor to Student Ratios

Dawn Stevenson reported on the September 29th meeting that included Superintendents, Larry Stephenson (representing the CTE Directors), representatives from the Counselors Association, PTA, UEA, and The American Federation of Teachers. They discussed the rule that will be presented to the Curriculum Committee at the next state school board meeting on November 7th mandating the 1:350 or better counselor student ratio. Dawn read some of the new verbiage and took suggestions from the directors to

improve the language regarding funding so it would be understood that minimum school funding has, and will continue to be the source for complying to the counselor ratio mandate.

11. WPU Board Rule Change Approved

Marv Johnson reported on the progress of the WPU board rule change for CTE administration. He provided a handout to everyone that itemized all the final changes and details and reported that it has now gone through the 2nd reading and is scheduled to be approved at the next board meeting. Marv answered a couple of questions regarding Charter schools and thanked everyone for the extensive input and discussions that have gone into the new board rule. Boyd Donaldson expressed appreciation to Marv Johnson for his leadership in rewriting this policy.

12. CTE Courses Taught at ATC's

Marv Johnson updated everyone on the progress that has been made over the last few weeks since this issue was discussed at the last consortium meeting. Jared Haines and Rick White met with Marv and asked if the policy to require ATC courses align with secondary standards and objectives, and provide testing was a new position. Marv made it clear that districts have just recently been reminded, but that the requirement has always existed. He assured them that districts will be willing to provide the information and technical assistance they may require to ensure compliance. The board does have the authority to oversee all secondary student course content whether in the schools or the ATC's. If an ATC wants to give a custom fit training, or exceed our needs, that is fine, but at the minimum our standards are required.

13. CTSO Issues for November Committee Meeting

Marv Johnson reminded everyone that the next CTSO Committee Meeting will be held at the Provo School District PDC building on November 5, 2008 at 12:00 noon. The handout Marv provided listed some of the items that are scheduled on the agenda. Marv encouraged the directors to let him know if there were any additional items they would like to see addressed at this meeting.

14. Keyboarding Data

Cheryl Hardy discussed a handout that showed statistics from an elementary school in her area that provides keyboarding instruction from a certified keyboarding teacher in the grade school curriculum. The awareness of how difficult it is to reach proficiency in keyboarding without giving kids the advantage of focused keyboarding instruction was emphasized. Cheryl encouraged the directors to use data to back up their arguments as they approach administrators to include keyboarding instruction. She thanked Janet Goble for her efforts in raising awareness and providing the DVD to help promote keyboarding. The other directors requested that this information be presented to the CTE directors at the next meeting.

15. Desktop Publishing and Yearbook

Janet Goble provided a handout regarding the policy of combining yearbook classes with the desktop publishing course in order to get the funding from CTE. She emphasized the fact that they need to ensure the standards and objectives are being taught whenever this is happening. Currently there are no standards or skill test available for Desktop Publishing II. A standards and a skills test will be available for FY10. Courses that are called "Yearbook" will not be approved. The same rules apply to Commercial Art, Graphics Art, and Multimedia courses.

16. Work-based Learning Pathways Student Guide

Sherry Marchant wanted to make sure directors knew that she had the Pathways Student Guides and CTE Introduction brochures in her car and everyone should remember to get them from her before they leave today.

17. Summer Conference 2009

Mary Shumway reminded everyone that the registration fee for summer conference would go up this year by \$5.00. Janet Goble informed the directors that there would be a Keyboarding strand and a CTE Introduction strand added to the business conference this year. Sherry Marchant reminded everyone that there will be a one-day CTE Introduction conference held on June 19, 2009.

18. CTE Directors Meeting – November 13

Directors and Specialists reviewed the draft Directors Meeting agenda that was provided. Everyone was encouraged to contact Patti Godfrey or Mary Shumway if they thought of any other items that should be added.

19. Other Items

No other items were discussed.

20. Next Meeting – December 10, 2008

10:00 a.m. – 3:00 p.m., MATC – Room 115